

*Christopher L. Austin
Clerk*



*United States Bankruptcy Court
Eastern District of Wisconsin
Office of the Clerk*

*126 U.S. Courthouse
517 E. Wisconsin Ave.
Milwaukee, WI 53202-4581
414-297-3291
FAX 414-297-4040
www.wieb.uscourts.gov*

Requirements For Filing¹ an Adversary Complaint

To commence an adversary proceeding in the Eastern District of Wisconsin, the following procedure has been implemented.

1. File an original and one copy of the **complaint** together with the \$150.00 **filing fee**. The filing fee is not required:
 - in an action commenced by the debtor in a Chapter 7 or 13 case, or;
 - if a child support creditor or its representative is the plaintiff, and files an original and one copy of an AO Form B281.
2. Prepare and file an original and one copy of the **B104**, Adversary Proceeding **Cover Sheet**.
3. Prepare and file the **Summons and Notice** of Pretrial Conference.
 - A. You may type the Clerk's name on the signature line:

Christopher L. Austin

The Clerk's signature is no longer required.
 - B. Complete the summons down to the line "If you make a motion....."
 - C. The summons will be returned to you for service.
4. File an original and one copy of both the summons and the **affidavit of service**, within two business days after service.

¹ **If you want a file stamped copy returned to you, provide a copy in addition to the number required along with a self addressed stamped return envelope.**